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Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director, Reports and Estimates
FROM : Chief, Global Survey Group
SUBJECT: Additional Space Requirements

DATE: 17 June 1949

1. The space presently allotted to the Global Survey Group is already crowded (five persons in some 450 square feet). The summer leave schedule will permit the accommodation of [REDACTED] on his expected arrival in August. The need for additional space will become imperative, however, on the arrival of [REDACTED] in September. The total space then required will be three rooms which, for reasonable convenience, should be contiguous (as, for example, in the case of the space allotted to G/SI).

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2. Expansion of the space presently allotted to this Group is obstructed by its location between two "immovable" objects: the Deputy Assistant Director and the Assistant Director's Conference Room.

3. When the Group was originally assigned its present location this difficulty did not exist and was not anticipated. The location of the Conference Room was then regarded as a matter of temporary expediency subject to change. In fact, the Conference Room was made up in part of space then allotted to G/GS, but "borrowed" until actually needed by G/GS. It was the subsequent sound-proofing of the Room that caused it to be regarded as "immovable".

4. Last winter G/GS was assigned three rooms in "Q" Building (exactly the space now required). At that time the present requirement for additional space was not anticipated. Moreover, objection was made that the Group, in view of its stated and actual functions, should be kept conveniently near both the Assistant Director and the Staff Intelligence Group. The final decision was that the Group should remain where it was.

5. If, to meet the present need for additional space, the Group should be located in some remote area, the same objections would arise again. I believe that a valid case can be made for keeping the Group in close proximity to the Assistant Director and G/SI. Moreover, it is questionable whether the room and a half now assigned to the Group could be efficiently utilized by any other unit. The problem of properly utilizing that space will remain as long as the present Conference Room is maintained. It would seem to me that it would be better to face that problem now and solve it once and for all, by moving the Conference Room to the place where it properly belongs, contiguous with the office of the Assistant Director on the main corridor (Rooms 2071 and 2501, an exactly equal space). This would permit G/GS to have a suite of three rooms exactly opposite that of G/SI.

APPENDIX

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6. I understand that NSC action on the Dulles Report may lead to the establishment of an estimates group on terms presently undefinable, but possibly obviating the present problem. It may be advisable, therefore, to defer action in this matter. Subject to that reservation, however, I request that the Assistant Director approve in principle, for planning purposes:

- a. Transfer of the Conference Room to Rooms 2071 and 2501.
- b. Assignment of the present Conference Room space to G/GS effective on or about 6 September.

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